

Re: Employment Application New Jersey

JotForm <noreply@jotform.com>

Wed 7/31/2019 11:12 PM

To: Team New Jersey <newjersey@acrobatoutsourcing.com>

Employment Application New Jersey

First Name	Jessica
Last Name	Pujols
E-mail Address	jessypujols1989@gmail.com
Phone	8622678820
Address	37 prospects st
Unit or Number	2
City, State	Lodi
Zip Code	07644
What region(s) are you applying to work within?	New Jersey
Which position(s) are you applying for?	Waitress or any open position
Are you applying for:	Full-Time
When can you start?	07-31-2019
Can you work overtime?	Yes
How did you hear about us?	Referral
If you were referred, please tell us by whom:	Nathalia
What days/times can you work?	Monday AM Tuesday AM
Select all that apply:	Wednesday AM Thursday AM

Friday AM

Saturday AM

Have you ever
applied to or
worked for Acrobat
before?

No

Do you have any
friends or relatives
working for
Acrobat? If so,
please let us know
who:

Yes nathalia

If hired, would you
have reliable means
of transportation to
and from work?

Yes

If hired, can you
present evidence of
your legal right to
live and work in this
country?

Yes

Are you able to
perform the
essential functions
of the job for which
you are applying?

Yes

Name of School

Passaic high school

City & State

Passaic N.J.

Grade/Degree

GED

Graduated?

Yes

Do you have any
special licenses? (If
so, label under
"Special")

Yes

Are you computer
literate? (If so, label
which programs
under "Special")

No

Are you proficient
with Point of Sale
systems? (If so, label
which under
"Special")

No

Do you have any
experience, training,
qualifications or
special skills? (If so,
label under
"Special")

Yes

Special:

I speak Spanish and English
I am a medical assistant
I am a home aid
I am a waitress
I am a teacher aid for special needs kids

Are you currently
employed?

No

Can we contact your
current employer?

Yes

Name and Address
of Employer

El rodeo restaurant

Type of Business

Restaurant

Phone Number

717 652 5340

Your Position &
Duties

Waitress
Getting people to their table
Make sure they were comfortable were they sit
and ofcure get their order and make sure they
were happy with the service

Date of Employment
(from/to):

September 2018
July 2019

Reason for Leaving

Move out of town

Still Employed:

No

Name and Address
of Employer

Caliber home care

Type of Business

Care giver

Phone Number

(331) 837-9115

Your Position &
Duties

Taking care of people in need

Date of Employment
(from/to):

2015
2018

Reason for Leaving

Move out of town

Still Employed:

No

Have you ever been

No

fired from a
previous place of
employment? If yes,
please explain:

First Name	Sherlyn
Last Name	Sierra
E-mail Address	sherlynsierra@hotmail.com
Phone	(201) 932-4807
Relationship:	Friend
Years Acquainted:	6
First Name	Janice
Last Name	Rodriguez
Phone	(929) 362-8683
Relationship:	Friend
Years Acquainted:	8
First Name	Yaneri
Last Name	Casado
Phone	(973) 517-0991
Relationship:	Friend
Years Acquainted:	15

I hereby certify that I (Checked box indicates acknowledgement)
have not knowingly
withheld any
information that
might adversely
affect my chances
for employment and
that the answers
given by me are true
and correct to the
best of my
knowledge. I further
certify that I, the
undersigned
applicant, have
personally
completed this
application. I
understand that any
omission or

misstatement or material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize (Checked box indicates acknowledgement)

Acrobat
Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims,

demands or
liabilities arising out
of or in any way
related to such
investigation or
disclosure.

I hereby authorize
Acrobat
Outsourcing and its
authorized
representatives to
solicit information
regarding my
background, which
may include but not
be limited to,
information about
my employment,
education, and/or
criminal history,
which may be in the
files of any federal,
state, or local
criminal justice and
law enforcement
agency and general
public records
history.

(Checked box indicates acknowledgement)

I understand that if
selected for hire, it
will be necessary for
me to provide
satisfactory
evidence of my
identity and legal
authority to work in
the United States,
and that federal
immigration laws
require me to
complete an I-9
form in this regard
within three days of
my hire date.

(Checked box indicates acknowledgement)

Acrobat
Outsourcing is an
at-will employer. I

(Checked box indicates acknowledgement)

understand that
nothing contained
in the application, or
conveyed during
any interview, which
may be granted or
during my
employment, if
hired, is intended to
create an
employment
contract between
me and the
company. In
addition, I
understand and
agree that if I am
employed, my
employment is for
no definite or
determinable period
and may be
terminated at any
time, with or
without prior notice,
with or without
cause, at the option
of either myself or
the company, and
that no promises or
representations
contrary to the
foregoing are
binding on the
company unless
made in writing and
signed by me and
the company's
designated
representative.

I hereby
acknowledge that I
have read and
understand the
above statements.

(Checked box indicates acknowledgement)

Applicant Digital Jessica Pujols
Signature (Type
Name):

Date: 07-31-2019

Please Attach
Resume Below

[Jessica Pujols Personal Resume.docx](#)

You can [edit this submission](#) and [view all your submissions](#) easily.

Name: _____

Jessica Pujols

Score 12 /14

Housekeeping Test

12/14

1. During which of the following situation(s) should you wear gloves?
 - a) When handling disinfectant solutions
 - b) When cleaning guest rooms
 - c) When handling soiled linen
 - d) When handling or disposing of waste
 - ☒ e) All of the above
2. Which of the following should be cleaned daily?
 - a) Chairs, lamps, and tables
 - b) Tabletops, bed, and handrails
 - c) Grab bars, light, tops of doors and counters
 - d) Floors, sinks, toilets, and latrines
 - ☒ e) All of the above
3. True or ~~False~~: You do not need to use a separate cloth for cleaning bathrooms.
4. ☒ True or False: Dusting is most commonly used for cleaning walls, ceiling, doors, windows and furniture.
5. Should the following be cleaned daily or weekly? Circle one.
 - a) Floors Daily/Weekly
 - b) Toilets and latrines Daily/Weekly
 - ~~c) Carpets in guest rooms Daily/Weekly~~
 - ~~d) Carpets in offices Daily/Weekly~~
 - ~~e) Soiled linen Daily/Weekly~~
- ~~6. The best way to clean the floors:~~
 - a) Scrubbing
 - b) Dry sweeping and dusting
 - ☒ c) Sweeping, mopping and dusting
 - ☒ d) Wet mopping
7. What should do if you spill liquids or see a liquid spill?
 - a) Leave it for someone else to clean- up
 - b) Wait until the end of your shift to clean it
 - ☒ c) Flag the spill and clean it up immediately
 - d) Not sure
8. The proper procedure for cleaning spills of blood and other body fluids is:
 - ☒ a) Wearing gloves, clean with cloth soaked in chlorine solution and follow up with disinfectant solution
 - b) Find the janitor on- duty and ask him to clean it up
 - c) Grab whatever is closest and wipe up immediately, then mark "Biohazard"
 - d) Nothing
9. What do you do if you encounter with bed bugs in a guest room?

call my ~~man~~ manager right away
10. What do you do if you find Lost and Found items in a guest rooms?

Take it to the office
11. Describe the difference between a disinfectant and a cleaning solution?

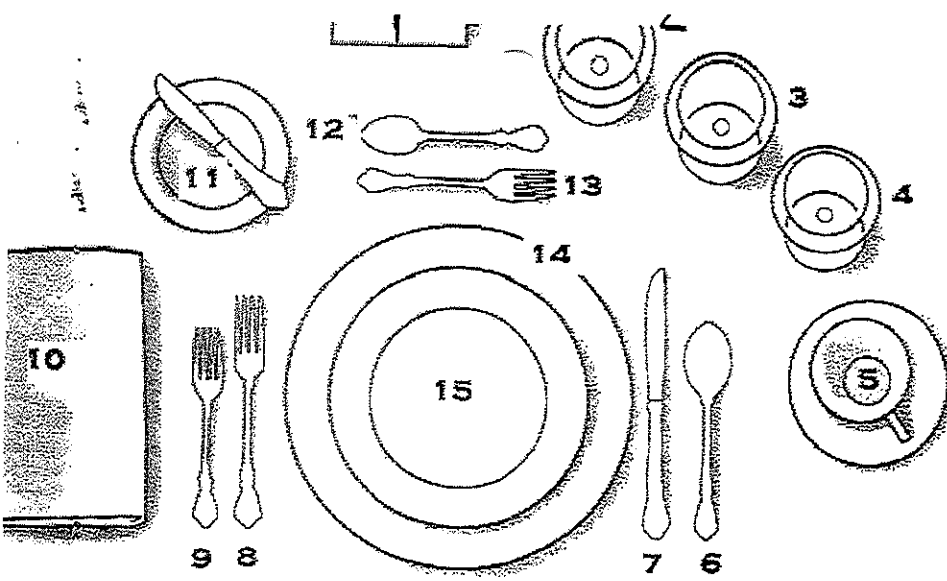
*- you use disinfectant to clean ~~the~~ thing ~~you~~
guess usually touch a lot.
- Cleaning solution you use it to clean
everything every ~~where~~ where.*

Multiple Choice

- a 1) Food is served on what side with what hand?
☒ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☐ d) On the right side with the right hand
- b 2) Drinks are served on what side with what hand?
☒ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☐ d) On the right side with the right hand
- d 3) Food and drinks are removed on what side with what hand?
☐ a) On the left side with the left hand
☐ b) On the left side with the right hand
☐ c) On the right side with the left hand
☒ d) On the right side with the right hand
- b 4) What part of a glass should you handle at all times?
☒ a) The stem
☐ b) The widest part of the glass
☐ c) The top
- d 5) When you are setting a dining room how should you set up your tablecloths?
☐ a) Neatly and evenly across the tables
☐ b) The creases should all be going in the same directions
☐ c) The chairs should be centered and gently touching the table cloth
☒ d) All of the above
- d 6) If you bring the wrong entrée to a guest what should you do?
☐ a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
☐ b) Inform the guests that you will bring the correct entrée once everyone else in the dining room is served
☐ c) Try to convince the guests to eat what you brought them
☒ d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

Match the Correct Vocabulary

- | | |
|---------------------------------------|---|
| <u>D</u> Scullery | <input checked="" type="checkbox"/> A. Metal buffet device used to keep food warm by heating it over warmed water |
| <u>E</u> X Queen Mary | <input checked="" type="checkbox"/> B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron) |
| <u>A</u> Chaffing Dish | <input type="checkbox"/> C. Used to hold a large tray on the dining floor |
| <u>B</u> X French Passing | <input checked="" type="checkbox"/> D. Area for dirty dishware and glasses |
| <u>G</u> X Russian Service | <input type="checkbox"/> E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored |
| <u>F</u> Corkscrew | <input checked="" type="checkbox"/> F. Used to open bottles of wine |
| <u>C</u> Tray Jack | <input type="checkbox"/> G. Style of dining in which the courses come out one at a time |



Score / 35

Match the Number to the Correct Vocabulary

- 8 ~~8~~ Dinner Fork 6
 5 ~~5~~ Tea or Coffee Cup and Saucer
 7 ~~7~~ Dinner Knife
 2 ~~2~~ Wine Glass (Red)
 9 ~~9~~ Salad Fork
 14 ~~14~~ Service Plate
 3 ~~3~~ Wine Glass (White)

- 10 ~~10~~ Napkin
 11 ~~11~~ Bread Plate and Knife
 1 ~~1~~ Name Place Card
 12 ~~12~~ Teaspoon
 13 ~~13~~ Dessert Fork
 6 ~~6~~ Soup Spoon
 15 ~~15~~ Salad Plate
 4 ~~4~~ Water Glass

Fill in the Blank

1. The utensils are placed 7 inch ^{1 inch} inch (es) from the edge of the table.
 2. Coffee and Tea service should be accompanied by what extras? water cream & sugar
 3. Synchronized service is when: all plates are served at the same time by all servers
 4. What is generally indicated on the name placard other than the name? a number
 5. The Protein on a plate is typically served at what hour on the clock? 6:00 o'clock
 6. If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
Ask what they will like Tell chef or kitchen

Interview Note Sheet

Name: <u>Jessica Pujols</u>	Interviewer: <u>Jo Paik</u>
Date: <u>8/7/19</u>	Rate of Pay: <u>\$14, \$12</u>
Position (s) Applied for: <u>Server, Housekeeper</u>	Referred by: <u>Natalia Bermudez</u>

Server	/35	% Bartender	/30	%
Prep Cook	/15	% Barista	/10	%
Grill Cook	/40	% Cashier	/10	%
Dishwasher	/10	% Housekeeping	/15	%

Full-Time
Part-Time

- El Rodeo Restaurant - Harrisburg, PA
 Sept 2018 - July 2019
 - Caliber Home Care
 care giver
 2015-2018
 Medical Assistant
 Just moved back 2 weeks ago from PA
 Grew up in NJ.

Total of _____ in Food Service

*max travel up to 40 min.

P.O.S. Experience: Y / N details: _____

Car	Public Transit	Carpool (Rider / Driver)
North NJ	South NJ	Central NJ
Jersey Shore		
TIPS	Serv-Safe	LEAD
Other	Will Submit	
Open	AM only	PM only
Weekdays only	Weekends only	
Details: <u>M-Sat done by 3</u>		
Bistro	Black Bistro	Tuxedo
1/2 Tuxedo	Black Vest	Long Black Tie
Chef Coat	Chef Pants	Knives
Black Pants	Non-Slip Shoes	Bow Tie
Other:		
Would you recommend this applicant for Aerobics Academy?	Concurrent Conditions?	Other Languages Spoken?



Case Verification Number: 2019213174842FA

Report prepared: 08/01/2019

Company Information

Company ID: 139349

Company Name: Acrobat Outsourcing

Client Company ID: 139349

Client Company Name: Acrobat Outsourcing

Employee Information

Name: Jessica L. Pujols

Date of Birth: 02/24/1989

Unrestricted Social Security Number: ***-**-9539

Employee's First Day of Employment: 08/01/2019

Citizenship Status: U.S. Citizen

Document Information

List A Document: U.S. Passport or Passport Card

Document Number: 594134877

Expiration Date: 04/29/2029

Case Information

Case Status: Closed

Case Submitted By: Josephine Paik

Current Case Result: Employment Authorized

Reason for Closure: Employment Authorized Auto Close